



# TOWN OF ELLINGTON

55 MAIN STREET • P.O. BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

## CHARTER REVISION COMMISSION

### MEETING MINUTES

July 25, 2006

MEMBERS PRESENT: Charlotte Adams, Tim Olmsted, Terry Shook and Joe Wehr

MEMBERS ABSENT: John O'Shaughnessy and Gary Riley

OTHERS PRESENT: Leo Miller, Selectman; Jessica Ciparelli, Reminder Press; Lisa Cook, Journal Inquirer

1. CALL TO ORDER:

MOVED (SHOOK), SECONDED (OLMSTED) AND PASSED UNANIMOUSLY TO OPEN THE MEETING OF THE CHARTER REVISION COMMISSION (CRC) AT 7:02 P.M. IN THE TOWN HALL, 55 MAIN STREET, ELLINGTON, CT.

2. CITIZENS FORUM: No one came forward.

3. APPROVAL OF MINUTES:

- a. June 21, 2006 Special Meeting
- b. June 27, 2006 Regular Meeting

MOVED (SHOOK), SECONDED (ADAMS) AND PASSED TO APPROVE THE SPECIAL MEETING MINUTES OF JUNE 21, 2006.

MOVED (ADAMS), SECONDED (WEHR) AND PASSED TO APPROVE THE REGULAR MEETING MINUTES OF JUNE 27, 2006.

4. CONSIDER CHANGES TO TOWN CHARTER

- a. Form of Town Government

Mr. Wehr has tentatively scheduled the Town of Mansfield to make a presentation on Town Manager Form of Government and shared services at the August 22, 2006 regular CRC meeting.

The CRC discussed including a question on the ballot asking voters if they are in favor of changing the current form of government. If so, the CRC will recommend that an ad hoc committee be formed to study the possibility prior to forming the next CRC.

- b. Town-wide Shared Services, including building Maintenance and Finance

This item was tabled to the August 22, 2006 meeting.

## c. Other Changes

Several members reviewed Charters from other Towns, i.e. Montville, Derby, Rocky Hill, North Branford. They reported that the charters were vague with very general language. Mr. Wehr pointed out that the Town of North Branford sends their budget to referendum only once with three choices: [1] Approve; [2] Reject – too high; [3] Reject – too low. If there is less than 15% voter turnout, the budget is approved as presented. If voter turnout is 15% or higher, the Town Council will implement the budget as requested by the voters. The CRC agreed that the resident of Ellington expect the budget will be sent to referendum and suggested including language that would send the budget to referendum automatically with the option of allowing the Board of Selectmen (BOS) to approve a budget if there is no increase in the mill rate. The CRC previously agreed to include a clause that would allow the BOS to separate general town government and board of education budgets at the second referendum.

Ms. Adams distributed a list of actions taken by the CRC (attached). Regarding the proposed revision to Section 504 – General Powers and Duties of the BOS, it was agreed to include language directing the BOS to publish and review the 5 year plan bi-annually.

## 6. ADJOURNMENT

MOVED (ADAMS), SECONDED (SHOOK) AND PASSED UNANIMOUSLY TO ADJOURN THIS MEETING AT 9:21 PM.

Respectfully submitted,



Marie Sauve  
Recording Secretary

## CRC- HAS APPROVED INCLUSION IN DRAFT REPORT TO BOS

10/24/2005

- 1) Sec 1006- "Duties of the Town Meeting on the Budget". Change Wednesday to Tuesday

11/28/2005

- 2) Section #808- Public Safety Commission-recommend to remove and (see 2/28/2006) replace with "Homeland Security Agency".
- 3) Section 1009 (j) Expenditures and Accounting"- "the Board of Selectmen may authorize the creation of a separate fund for any town purpose to receive money from other than taxes to be expended and used for specific purposes to be defined by the resolution authorizing the fund. The fund shall be maintained and accounted for by the Finance Officer as a separate fund, although the assets of the fund may commingled with the general fund."
- 4) Section #504- "General Powers and Duties of the Board of Selectmen"- insert "The Board of Selectmen shall; determine and set all policies for the operation of the Town not specifically granted to another Board or Commission by Statute for this Charter and shall develop and shall continually review and modify as needed goals to be accomplished over the next five (5) years.

2/28/2006

- 5) Section 1006- "Duties of the Town meeting on the Budget" "should the annual town budget meeting fail to adopt the budget, the meeting shall be adjourned to the following Tuesday and thence to the next Tuesday thereafter until final approval is given. The Board of Selectmen shall have the authority to permit separate voter referenda on the town's operating budget and the town's education budget for any budget which has been rejected by the annual town budget meeting or overruled by referendum. In addition, any budget which has been rejected by the annual town meeting or overruled by referendum in accordance with Chapter VI of this charter shall be considered in the interim by the board of Finance, which may revise.....". CRC has not taken action, although Town Attorney has

acceptance. At the time of acceptance, all information regarding future costs and/or responsibilities must be presented to the BOS and the BOF for review.

## OUTSTANDING ISSUES:

10/24/2005

- 1) Section 922-“Town Planner” update to conform with new job description (also discussed 11/28/2005)
- 2) Chapter VIII: “Appointments, Boards and Commissions”- ad newly created “Senior Center Endowment Fund Committee”
- 3) Human Resource Director
- 4) #813- Permanent Building Committee
- 5) Section #504- #817 Board of Assessment Appeals- add language to add additional members- also discussed 2/28/2006
- 6) Personnel Appeals Board
- 7) Section #918,#920- also discussed 2/28- expand emergency service sections to include contract requirements to cover potential legalities and liability

11/28/2005

- 8) Section 302 (f) Planning and Zoning-change from elected to appointed
- 9) Zoning Board of Appeals-change to reduce to 5 state statute 8-5

2/28/2006

- 10) Ethics- referred to BOS for adoption of Ordinance on 4/25/2006. 5/23/2006 still a work in progress.